



**NWLP Staff Awards 2022/23**

**Nomination Form**

Our staff awards scheme to recognise and celebrate excellence in NWLP is back!

**Award categories and criteria**

* There are five award categories available for individuals and teams.
* Criteria for each award is on page 2 of this document.

**Making a nomination**

* Any member of NWLP staff can nominate a work colleague within NWLP, from any of our sites and services.
* Entries must adhere to a strict word limit of 350 words. Any wording over and above the word limit will be cut off and not considered by the judging panel.
* The same entry cannot be submitted for more than one award category.
* Entries cannot be amended or accepted after the entry deadline has passed.
* The closing date for all nominations is 31 January 2023.
* Please complete section A and then send the form to the nominee’s manager to complete section B. Once both sections have been completed please email the completed form to **claire.kennedy5@nhs.net** by 31 January 2023.

**Judging panel**

* A judging panel will review all nominations.
* The judging panel reserves the right to withdraw incomplete entries as well as those which are considered inappropriate as a result of ethical or factual issues.

**Winners**

* Winners will be announced in February 2023.
* Each winner will be presented with a gift voucher and an award in a local presentation by members of the senior management team.

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| **Criteria for each award** | |
| **Rising Star** | Recognising the potential of someone in the first 3 years of their appointment within NWLP.  Nominations should:   * Demonstrate the nominee’s potential to excel in their future career * Take a holistic view of the nominee - their work, relationships with others, qualities that will help them flourish * Reference specific achievements of the nominee. |
| **Shining Star** | This award aims to recognise those individuals who are simply outstanding at what they do, and continuously shine. This is someone making great strides in their roles, or someone leading the way in excellence. We’re looking for those that go above and beyond. |
| **Best Team** | This award recognises teams who work flexibly and collaboratively, with a ‘can do' approach to overcoming barriers, delivering continuous improvements  Illustrations of how the team works together to overcome boundaries for making continuous improvements |
| **Unsung Hero** | This award recognises an individual for their exceptional dedication regardless of role or grade (can be clinical or nonclinical). Significant contribution to supporting colleagues and teams to step up to great. |
| **Best Improvement Project** | * Explain what makes the nominee’s improvement project exceptional * Explain how the nominee has successfully implemented a collaborative approach to their work and the impact of this * Demonstrate what benefits were realised as a result of the project * Showcase innovative, creative approaches to working towards a shared goal. |

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| **Section A** (to be completed by the person making the nomination) | |
| **Your Nomination** | |
| Full name of individual |  |
| Job Title |  |
| Nominee’s manager |  |
| Department |  |
| Hospital site/Division |  |
| Please indicate which award you are nominating them for (you cannot use one nominate form for more than one award) | Rising star  Shining star  Unsung hero  Best Team  Best Improvement Project |
| **About you** | |
| Name |  |
| Job Title |  |
| Email address |  |
| Who is to be contacted regarding the nomination? (tick all that apply) | **The person making the nomination**  **The manager of the nominee** |
| **Brief description of the person’s expected role** | |
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| **Please provide the reasons for your nomination and provide evidence on how they meet the award criteria** | |
| **350 maximum word limit** - any wording over and above the word limit will be cut off and not considered by the judging panel. | |

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| **Section B** (to be completed by the nominee’s manager) | |
| Name |  |
| Job Title |  |
| Nomination Supported | **Yes/No** (please delete as appropriate) |
| **Statement of support** | |
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